

ANTELOPE VALLEY COLLEGE  
Academic Affairs Office

TO:

Jeffrie Ahmad	Linda Harmon	LaDonna Trimble
Maria Clinton	Tom Hutchison	Les Uhazy
Richard Coffman	Lisa Karlstein	Darcy Wiewall
De'Nean Coleman-Carew	Scott Lee	Chris Dundee, ASO voting
Maggie Drake	Cynthia Littlefield	TBD, ASO non-voting
Tooraj Gordi	Sharon Lowry	
Lee Grishman	Donna Meyer	

Technical Review Committee – Darcy Wiewall, Linda Harmon, and Scott Lee

FROM: Ms. Maria Clinton / Mrs. Sharon Lowry

DATE: April 24, 2012

SUBJECT: Agenda and Materials for Academic Policies and Procedures Committee Meeting  
**Thursday, April 26, 2012, BE 321 (Computer Lab), 3:00-5:30pm**

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**2011-2012**  
**Academic Policies & Procedures Committee Meeting No. 12**  
**AGENDA**

**1. CALL TO ORDER AND ROLL CALL**

**2. OPENING COMMENTS FROM THE COMMITTEE CO-CHAIR**

**3. APPROVAL OF MINUTES**

- a. April 12, 2012

**4. INFORMATIONAL ITEMS**

- a. CSUGE/IGETC Course Designation
- IGETC
    1. ECON 100 – Area 4
    2. GEOG 101L – Area 5-C
    3. PHIL 109 – Area 3
    4. POLS 200 – Area 4
    5. SOC 200 – Area 4
  - CSU/GE
    1. ART 150 – Area C1
    2. ECON 100 – Area D2
    3. PHIL 109 – Area C2
    4. POLS 200 – Area D8
    5. SOC 200 – Area D10
- b. Double Counting for Local Degrees
- c. HD 102 Memo attached

**5. REPORTS (limited to 5 min. each)**

- a. Credit by Exam list
- Business, Computer Studies and Economic Development
  - Health Sciences
  - Instructional Resources/Extended Services
  - Language Arts
  - Math & Engineering
  - Science
  - Kinesiology, Athletics and Dance
  - Social and Behavioral Sciences
  - Student Services/Counseling
  - Technical Education
  - Visual and Performing Arts
- b. AP 5075 Course Adds and Drops – Report on the new language provided by Dean Trimble
- c. AP 4225 Course Repetition – Whether to allow for a fourth enrollment due to extenuating circumstances

- Business, Computer Studies and Economic Development
  - Health Sciences
  - Instructional Resources/Extended Services
  - Language Arts
  - Math & Engineering
- d. AP 4100 Graduation Requirements for Degrees and Certificates (Reading Proficiency)
- Business, Computer Studies and Economic Development
  - Health Sciences
  - Instructional Resources/Extended Services
  - Language Arts
  - Math & Engineering
  - Science
  - Kinesiology, Athletics and Dance
  - Social and Behavioral Sciences
  - Student Services/Counseling
  - Technical Education
  - Visual and Performing Arts
- e. Mission Statement
- NEW** – The mission of the Antelope Valley Community College District is to provide a comprehensive education to a diverse community of learners by placing student success and student-centered learning as our number one priority through high quality educational standards and innovative programs and services in a professional, team-driven environment.
- OLD** – The mission of the Antelope Valley Community College District is to serve the community by placing student success and student-centered learning as our number one priority through higher educational standards and innovative programs and services in a professional, team-driven environment.
- Business, Computer Studies and Economic Development
  - Health Sciences
  - Instructional Resources/Extended Services
  - Language Arts
  - Math & Engineering
  - Science
  - Kinesiology, Athletics and Dance
  - Social and Behavioral Sciences
  - Student Services/Counseling
  - Technical Education
  - Visual and Performing Arts
- f. Lapse of Time – 36 Months
- Business, Computer Studies and Economic Development
  - Health Sciences
  - Instructional Resources/Extended Services
  - Language Arts
  - Math & Engineering
  - Science
  - Kinesiology, Athletics and Dance
  - Social and Behavioral Sciences
  - Student Services/Counseling
  - Technical Education
  - Visual and Performing Arts

**6. ACTION ITEMS**

- a. Mission Statement
- b. AP 5075 Course Adds and Drops
- c. AP 4225 Course Repetition
- d. AP 4100 Graduation Requirements for Degrees and Certificates (Reading Proficiency)
- e. Credit by Exam list
- f. SPAN 202, Course Status is Inactive, Request to be allowed to be scheduled in Fall 2012
- g. ENGL 233, Course Status is Inactive, Request to be allowed to be scheduled in Fall 2012
- h. ENGL 242, Course Status is Inactive, Request to be allowed to be scheduled in Fall 2012
- i. Request to Remove Course Repeatability from ACCT 131, BUS 111, OT 101, OT 102, OT 103, and OT 105

**7. ACTION ITEM – Request to Remove Courses from Credit by Exam List**

- a. AERO 280, Aircraft General – Written Test Review
- b. AERO 281, Aircraft Airframe – Written Test Review
- c. AERO 282, Aircraft Powerplant – Written Test Review
- d. AFAB 115, Aircraft Structure

**8. INFORMATIONAL ITEM – Request to Deactivate Courses**

- a. AUTO 198J

**9. ADDITIONAL INFORMATION – Courses by Division that need to be revised and submitted to AP&P**

Course	Scheduling Restrictions if not approved by 12/8/11	Status
<b>Math and Engineering</b>		
MATH 070C,	Cannot schedule Spring 2013	Submitted- <i>Second Reading</i>
MATH 070D,	Cannot schedule Spring 2013	Submitted- <i>Second Reading</i>

MATH 070E,	Cannot schedule Spring 2013	Submitted- <i>Second Reading</i>
MATH 070F,	Cannot schedule Spring 2013	Submitted- <i>Second Reading</i>
MATH 099, Individualized Self-Study Math	Cannot schedule Spring 2013	

**10. ADDITIONAL INFORMATION – Courses by Division that need to be revised and submitted to AP&P**

Course	Degree/Cert/GE Area	Scheduling Restrictions if not approved by 12/13/12	Status
<b>Business, Computer Studies and Economic Development</b>			
CA 107, Micro Hardware/Software Support		Cannot schedule 13-14	
CA 111, Word Processing-Microsoft Word		Cannot schedule 13-14	
CIS 157, Introduction to LINUX		Cannot schedule 13-14	
CIS 173, Intro to C++ Programming		Cannot schedule 13-14	
MGT 201, Small Business Management		Cannot schedule 13-14	
RE 101, Real Estate Principles		Cannot schedule 13-14	
RE 105, Real Estate Practices		Cannot schedule 13-14	
RE 111, Real Estate Finance		Cannot schedule 13-14	
RE 121, Legal Aspects of Real Estate		Cannot schedule 13-14	
RE 131, Real Estate Appraisal		Cannot schedule 13-14	
RE 141, Escrow Principles		Cannot schedule 13-14	
RE 161, Property Management		Cannot schedule 13-14	
<b>Counseling/Student Services</b>			
EOPS 060, Enrichment Class		Cannot schedule 13-14	
<b>Health Sciences</b>			
AH 101/101CL, Principles of Nursing Science		Cannot schedule 13-14	Course Deactivation
CFE 150, Parenting: Infancy		Cannot schedule 13-14	
CFE 151, Parenting: Preschool Child		Cannot schedule 13-14	
CFE 152, Parenting: Elem Preadolescent		Cannot schedule 13-14	
CFE 155, Single Parenting		Cannot schedule 13-14	
CFE 156, Step-parenting Blended Family		Cannot schedule 13-14	
CFE 157, Parenting Exceptional Child		Cannot schedule 13-14	
NF 110, Sports Nutrition		Cannot schedule 13-14	
<b>Instructional Resources/Extended Services</b>			
LIB 101, Intro to Library Research		Cannot schedule 13-14	
LIB 105, Libraries and Information		Cannot schedule 13-14	
<b>Language Arts</b>			
CHIN 101, Elementary Chinese I		Cannot schedule 13-14	
CHIN 102, Elementary Chinese 2		Cannot schedule 13-14	
COMM 217, Gender and Communication		Cannot schedule 13-14	
DFST 101L, ASL I Skill Building Lab		Cannot schedule 13-14	
DFST 204, Struct of American Sign Lang		Cannot schedule 13-14	
DFST 205, Numbers, Fingerspelling, Classifiers		Cannot schedule 13-14	
DFST 206, Creative Signing		Cannot schedule 13-14	
ENGL 061, Grammar and Mechanics		Cannot schedule 13-14	
ENGL 062, Basic Writing		Cannot schedule 13-14	
ENGL 063, Vocabulary		Cannot schedule 13-14	
ENGL 064, Spelling		Cannot schedule 13-14	
ENGL 227, Engl Literature 1900-Present		Cannot schedule 13-14	
ENGL 230, Antiquity to Renaissance		Cannot schedule 13-14	
ENGL 231, Since the Renaissance		Cannot schedule 13-14	
ENGL 233, Bible as Lit-Old Testament		Cannot schedule 13-14	
ENGL 234, Bible as Lit-New Testament		Cannot schedule 13-14	
ENGL 240, Studies in Poetry		Cannot schedule 13-14	
ENGL 242, Studies in Fiction Short Story		Cannot schedule 13-14	

ENGL 244, Studies in Fiction The Novel		Cannot schedule 13-14	
ENGL 246, Survey of Drama (Beginnings to 1878)		Cannot schedule 13-14	
ENGL 248, Survey of Modern & Contemporary Drama (from 1879)		Cannot schedule 13-14	
ENGL 250, Cross-Cultural Lit in America		Cannot schedule 13-14	
ENGL 252, African American Literature 1746-1930		Cannot schedule 13-14	
ENGL 253, African American Literature 1930-Pres		Cannot schedule 13-14	
ENGL 260, Myths and Meanings		Cannot schedule 13-14	
ENGL 270, Literature and the Holocaust		Cannot schedule 13-14	
ENGL 274, Detective Fiction		Cannot schedule 13-14	
ENGL 279, Science Fict & Dystopic Literature		Cannot schedule 13-14	
FREN 101, Elementary French I		Cannot schedule 13-14	
FREN 102, Elementary French 2		Cannot schedule 13-14	
FREN 201, Intermediate French 1		Cannot schedule 13-14	
FREN 202, Intermediate French 2		Cannot schedule 13-14	
FREN 203, Advanced French		Cannot schedule 13-14	
GER 202, Intermediate German 2		Cannot schedule 13-14	
GER 203, Intermediate German 3		Cannot schedule 13-14	
INT 101, Prin of Sign Lang Interpreting		Cannot schedule 13-14	
LATN 101, Elementary Latin 1		Cannot schedule 13-14	
LATN 102, Elementary Latin 2		Cannot schedule 13-14	
LATN 201, Intermediate Latin		Cannot schedule 13-14	
SPAN 102HL, Elementary Spanish for Heritage Learners II		Cannot schedule 13-14	
<b>Mathematics &amp; Engineering</b>			
ENGR 110, Engr Orientation & Basic Skills		Cannot schedule 13-14	
ENGR 220L, Strength of Materials Lab		Cannot schedule 13-14	
ENGR 220PS, Strength of Materials PSS		Cannot schedule 13-14	
ENGR 220, Strength of Materials		Cannot schedule 13-14	
ENGR 230, Circuit Analysis		Cannot schedule 13-14	
<b>Science</b>			
ASTR 101L, Astronomy Laboratory		Cannot schedule 13-14	
BIOL 102, Human Biology		Cannot schedule 13-14	
CHEM 212, Organic Chemistry Support Laboratory		Cannot schedule 13-14	
DRFT 250, Introduction 3-D Cad Drafting		Cannot schedule 13-14	
ERSC 101 Introduction to Earth Sciences		Cannot schedule 13-14	
GEOG 102L, Phys Geog Lab: Earth's Weather & Climate		Cannot schedule 13-14	
GEOG 102, Phys Geog: Earth's Weather & Climate		Cannot schedule 13-14	
GEOG 221, Spatial Analysis in GIS		Cannot schedule 13-14	Submitted – Awaiting Faculty
GEOG 298A, Special Studies in GIS		Cannot schedule 13-14	
GEOG 298B, Special Studies in GIS		Cannot schedule 13-14	
GEOG 298C, Special Studies in GIS		Cannot schedule 13-14	
GEOL 102, Historical Geology		Cannot schedule 13-14	Submitted – Awaiting Dean
<b>Kinesiology, Athletics and Dance</b>			
KIN 103, Aerobic Conditioning		Cannot schedule 13-14	
KIN 110, Advanced Baseball Techniques		Cannot schedule 13-14	
KIN 120, Advanced Football Techniques		Cannot schedule 13-14	
KIN 145, Adv Womens Fast-Pitch Softball		Cannot schedule 13-14	
KIN 150, Beginning Swimming		Cannot schedule 13-14	
KIN 151, Intermediate Swimming		Cannot schedule 13-14	

KIN 152, Fitness Swimming		Cannot schedule 13-14	
KIN 157, Advanced Volleyball		Cannot schedule 13-14	
KIN 165, Advanced Track Techniques		Cannot schedule 13-14	
KIN 170, Beginning Weight Lifting		Cannot schedule 13-14	
KIN 173, Intermediate Weight Lifting		Cannot schedule 13-14	
KIN 175, Adv Weight Training for Ath		Cannot schedule 13-14	
KIN 187, Yell/Song Leading, Sum or Fall		Cannot schedule 13-14	
KIN 188, Pep Squad Leadership		Cannot schedule 13-14	
KIN 189, Cheer Conditioning		Cannot schedule 13-14	
KIN 191, First Aid&Emergency Care		Cannot schedule 13-14	
KIN 200, Intercollegiate Baseball		Cannot schedule 13-14	
KIN 215, Intercollegiate Cross Country		Cannot schedule 13-14	
KIN 220, Intercollegiate Football		Cannot schedule 13-14	
KIN 230, Intercollegiate Women's Soccer		Cannot schedule 13-14	
KIN 240, Intercollegiate Wmn's Softball		Cannot schedule 13-14	
KIN 255, Intercollegiate Track		Cannot schedule 13-14	
<b>Social and Behavioral Sciences</b>			
ANTH 101, Intro Physical Anthropology		Cannot schedule 13-14	
ANTH 102, Intro Cultural Anthropology		Cannot schedule 13-14	
ANTH 103, Intro to Prehistory		Cannot schedule 13-14	
ANTH 112, Native North Americans		Cannot schedule 13-14	
ANTH 130, Field Archaeology in Latin America		Cannot schedule 13-14	
ANTH 140, Intro to Archaeology		Cannot schedule 13-14	
POLS 103, Comparative Government		Cannot schedule 13-14	
POLS 202, Ethnic Politics in America		Cannot schedule 13-14	
PSY 236, Developmental Psychology		Cannot schedule 13-14	
SOC 105, Mexican Amer Contemp Society		Cannot schedule 13-14	
SOC 111, Issues Concepts in Aging		Cannot schedule 13-14	
SOC 115, Marriage and Family Life		Cannot schedule 13-14	
SOC 120, Drugs Society Human Behavior		Cannot schedule 13-14	
<b>Technical Education</b>			
AERO 280, Aircraft Gen-Written Test Rev		Cannot schedule 13-14	Course Deactivation
AERO 282, Aircrft Pwrpl-Written Test Rev		Cannot schedule 13-14	Course Deactivation
AJ 101, Intro to Admin of Justice		Cannot schedule 13-14	Submitted – <i>Tech Review</i>
AJ 103, Criminal Evidence		Cannot schedule 13-14	Submitted – <i>Tech Review</i>
AJ 203, Narcotics Control		Cannot schedule 13-14	Submitted – <i>Tech Review</i>
AJ 204, Juvenile Procedures		Cannot schedule 13-14	Submitted – <i>Tech Review</i>
AJ 207, Probation and Parole		Cannot schedule 13-14	Submitted – <i>Tech Review</i>
AUTO 105, Auto Principles & Practices		Cannot schedule 13-14	Course Deactivation
AUTO 125, Automotive Chassis		Cannot schedule 13-14	
AUTO 126, Automotive Brakes		Cannot schedule 13-14	
AUTO 127, Auto Suspension,Steering,Align		Cannot schedule 13-14	
AUTO 128, Automotive Power Trains		Cannot schedule 13-14	
AUTO 130, Basic Auto Trans/Transaxles		Cannot schedule 13-14	
AUTO 150, Auto Electrical Systems		Cannot schedule 13-14	
AUTO 151, Auto Chassis/Body Elect System		Cannot schedule 13-14	
AUTO 152, Automotive Ignition Systems		Cannot schedule 13-14	
AUTO 153, Auto Starting/Charging Systems		Cannot schedule 13-14	
AUTO 175, Auto Fuel, Emissions, CA Cln Air		Cannot schedule 13-14	
AUTO 176, Auto Carburetor Fuel Systems		Cannot schedule 13-14	
AUTO 177, Electronic Fuel Injection		Cannot schedule 13-14	
AUTO 198A, Anti-Lock Braking Systems (ABS)		Cannot schedule 13-14	Course Deactivation
AUTO 198C, Electrical/Electronic Systems Training Seminar		Cannot schedule 13-14	Course Deactivation

AUTO 198D, Engine Performance Training Seminar		Cannot schedule 13-14	Course Deactivation
AUTO 198E, Advanced Engine/Emission Sys Diagnosis & Repair		Cannot schedule 13-14	Course Deactivation
AUTO 198F, Gaseous Fueled Vehicles Training Seminar		Cannot schedule 13-14	Course Deactivation
AUTO 198H, Adv. Emissions Diagnostics Trng Seminar		Cannot schedule 13-14	
AUTO 198N, Electronic Transmissions & Transaxles Seminar		Cannot schedule 13-14	Course Deactivation
AUTO 198, Automotive Seminars		Cannot schedule 13-14	
AUTO 200, Auto Air Conditioning		Cannot schedule 13-14	Course Deactivation
AUTO 210, Auto Specialization Lab		Cannot schedule 13-14	Course Deactivation
AUTO 231, General Motors Auto Trans		Cannot schedule 13-14	
AUTO 232, Ford/Chrysler Auto Trans		Cannot schedule 13-14	
AUTO 277, Elect Eng Controls-GM Systems		Cannot schedule 13-14	
AUTO 278, Elect Eng Controls-Ford/Chrys		Cannot schedule 13-14	
ELTE 105, Introduction to Robotics		Cannot schedule 13-14	Submitted – <i>Tech Review</i>
FTEC 215, Rescue Practices		Cannot schedule 13-14	
FTEC 222, Wildland Fire Control		Cannot schedule 13-14	
<b>Visual and Performing Arts</b>			
ART 103, History of Non-Western Art		Cannot schedule 13-14	
ART 104, History of Modern and Contemporary Art in the 20th Century		Cannot schedule 13-14	
ART 145L, Design and Color Lab		Cannot schedule 13-14	
ART 145, Design and Color		Cannot schedule 13-14	
ART 160, Painting/Drawing Techniques		Cannot schedule 13-14	
ART 219, Intermediate Illustration		Cannot schedule 13-14	
ART 230, Human Figure Painting		Cannot schedule 13-14	
DM 113, Photoshop I		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty Revision</i>
FTV 101, Introduction to Film		Cannot schedule 13-14	
FTV 103, Intro to Television		Cannot schedule 13-14	
FTV 107, History of Film, Pre 1950		Cannot schedule 13-14	
FTV 108, History of Film, 1950-Present		Cannot schedule 13-14	
FTV 121, Introduction to Digital Filmmaking		Cannot schedule 13-14	
FTV 134, Intro to Screenwriting		Cannot schedule 13-14	
FTV 155, Film Festival Analysis		Cannot schedule 13-14	
FTV 201, Intercultural & Women's Film		Cannot schedule 13-14	
FTV 203, African-American Cinema		Cannot schedule 13-14	
FTV 215, Directing for Film & Video		Cannot schedule 13-14	
FTV 220, Advanced Screenwriting		Cannot schedule 13-14	
FTV 230, Digital Cinematography		Cannot schedule 13-14	Submitted – <i>Awaiting response from faculty on requisites</i>
FTV 242, Writing and Pre-Production of the Short Film		Cannot schedule 13-14	
FTV 244, Production & Post-Production of the Short Film		Cannot schedule 13-14	
FTV 251, Contemporary American Independent Film		Cannot schedule 13-14	
FTV 261, Religion and Cinema		Cannot schedule 13-14	
MUS 121, Voice Class		Cannot schedule 13-14	
MUS 131, Keyboard Skills I		Cannot schedule 13-14	
MUS 132, Keyboard Skills II		Cannot schedule 13-14	
MUS 142, Musical Theatre Workshop		Cannot schedule 13-14	
MUS 153, Beginning Musicianship		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>

MUS 164, String Ensemble		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty Revision</i>
MUS 165, Instrumental Ensemble - Guitar		Cannot schedule 13-14	
MUS 166, Beginning Orchestra		Cannot schedule 13-14	
MUS 167, Intermediate Orchestra		Cannot schedule 13-14	
MUS 181, Master Chorale		Cannot schedule 13-14	
MUS 183, Master Chorale Sectional		Cannot schedule 13-14	
MUS 185, Concert Choir		Cannot schedule 13-14	
MUS 186, Gospel Choir		Cannot schedule 13-14	Course Deactivation
MUS 189, Keyboard Ensemble		Cannot schedule 13-14	
MUS 191, Treble Choir-Children's Music		Cannot schedule 13-14	
MUS 231, Keyboard Skills III		Cannot schedule 13-14	
MUS 232, Keyboard Skills IV		Cannot schedule 13-14	
MUS 253A, Intermediate Musicianship		Cannot schedule 13-14	
MUS 253B, Advanced Musicianship		Cannot schedule 13-14	
MUS 258, Composition		Cannot schedule 13-14	
MUS 266, Advanced Orchestra		Cannot schedule 13-14	
MUS 268, Musical Theatre Orchestra		Cannot schedule 13-14	Course Deactivation
MUSC 102, History of Jazz		Cannot schedule 13-14	
MUSC 103, History of Rock 'n Roll		Cannot schedule 13-14	
MUSC 104, The Music Industry		Cannot schedule 13-14	
MUSC 107, History of Women in Rock Music		Cannot schedule 13-14	
MUSC 112, Commercial Music Theory		Cannot schedule 13-14	
MUSC 113, Writing Music for Songs		Cannot schedule 13-14	
MUSC 122, Stage Voice		Cannot schedule 13-14	
MUSC 123, Stage Voice Workshop		Cannot schedule 13-14	
MUSC 124, Jazz Improvisation		Cannot schedule 13-14	
MUSC 133L, Studio Music Production I Lab		Cannot schedule 13-14	
MUSC 133, Studio Music Production I		Cannot schedule 13-14	
MUSC 134L, Studio Music Production II Lab		Cannot schedule 13-14	
MUSC 134, Studio Music Production II		Cannot schedule 13-14	
MUSC 141, Concert Attendance		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty Revision</i>
MUSC 143, Live Sound Reinforcement		Cannot schedule 13-14	
MUSC 173, Beginning Jazz Ensemble		Cannot schedule 13-14	
MUSC 175, Beginning Rock Band		Cannot schedule 13-14	
MUSC 176, Beginning Rock Band Workshop		Cannot schedule 13-14	
MUSC 222, Popular Vocal Performance		Cannot schedule 13-14	
MUSC 223, Popular Instrumental Performance		Cannot schedule 13-14	
MUSC 224, Jazz Improvisation Workshop		Cannot schedule 13-14	
MUSC 225, Commercial Music Ensemble		Cannot schedule 13-14	
MUSC 233L, Studio Music Production III Lab		Cannot schedule 13-14	
MUSC 233, Studio Music Production III		Cannot schedule 13-14	
MUSC 234L, Studio Music Production IV Lab		Cannot schedule 13-14	
MUSC 234, Studio Music Production IV		Cannot schedule 13-14	
MUSC 273, Intermediate Jazz Ensemble		Cannot schedule 13-14	
MUSC 274, Advanced Jazz Ensemble		Cannot schedule 13-14	
THA 101, Theatre Appreciation		Cannot schedule 13-14	
THA 110, Fundamentals of Acting		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 120A, Rehear&Perform: Drama		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 120B, Rehear&Perform: Comedy		Cannot schedule 13-14	Submitted – <i>Awaiting</i>

			<i>Faculty</i>
THA 120C, Rehear&Perform: Musical Theatr		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 125, Intermediate Acting Workshop		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 130, Improvisation		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 133, Makeup for the Stage		Cannot schedule 13-14	
THA 205, Advanced Acting Workshop		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 215, Acting for the Camera		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 218, Audition Tech for the Actor		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 220, Fundamentals of Directing		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 239, Intercultural & Women's Theatre		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>

## 11. ADJOURNMENT

### NON-DISCRIMINATION POLICY

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (1) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.

*Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Mr. Christos Valiotis, Academic Senate President, at (661) 622-6306 (weekdays between the hours of 8:00 a.m. and 5:00 p.m.) at least 48 hours before the meeting, if possible. Public records related to agenda items for open session are available for public inspection 72 hours prior to each regular meeting at the Antelope Valley College Academic Senate's Office, Administration Building, 3041 West Avenue K, Lancaster, California 93536.*



ANTELOPE VALLEY COLLEGE  
Academic Affairs Office

DATE: April 12, 2012  
LOCATION: BE 321 – Computer Room  
TIME: 3:05 p.m.

<u>MEMBERS PRESENT</u>		<u>MEMBERS ABSENT</u>
Jeffrie Ahmad, Faculty	Linda Harmon, Faculty	Scott Lee, Faculty
Maria Clinton, Cochair	Tom Hutchison, Faculty	Mrs. Sharon Lowry, V. P.
Richard Coffman, Faculty	Lisa Karlstein, Faculty	Academic Affairs
De'Nean Coleman-Carew	Cynthia Littlefield, Faculty	
Margaret Drake, Dean	Donna Meyer, Faculty	
Chris Dundee, ASO Student	LaDonna Trimble, Dean	
Tooraj Gordi, Faculty	Les Uhazy, Dean	
Lee Grishman, Articulation	Darcy Wiewall, Faculty	
<u>GUESTS PRESENT</u>		
Dr. Charlotte Forte-Parnell	Mary Rose Toll	
Anne Rees		

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**2011-2012**  
**Academic Policies & Procedures Committee Meeting No. 11**  
**MINUTES**

**1. CALL TO ORDER AND ROLL CALL**

A motion was made and seconded to call the April 12, 2012 AP&P Committee Meeting to order at 3:05 p.m. Ms. Maria Clinton, AP&P Faculty Co-Chair, called the meeting to order at 3:05 p.m. Motion carried.

**2. OPENING COMMENTS FROM THE COMMITTEE CO-CHAIR**

Ms. Maria Clinton stated that she went to an area C meeting presented by the Statewide Senate and they are working on resolutions.

**3. APPROVAL OF MINUTES**

a. **March 22, 2012**

A motion was made and seconded to approve the minutes from March 22, 2012. Motion carried.

**4. INFORMATIONAL ITEMS**

a. **Chancellor's Office Request for TMCs**

Ms. Clinton stated that the Chancellor's Office has sent the attached email requesting faculty to adopt the transfer modal curriculum degrees. She stated that we need to move forward with caution since in the past community colleges have been pressured to adopt new policies and those policies have died out without much progress. The TMC though is being accepted by the CSUs so hopefully this new degree development will be successful.

b. **Credit by Exam list**

Ms. Maria Clinton requested that the committee representatives review the credit by exam list with their divisions to be sure that the courses currently listed should remain and the possible addition of other courses. She stated that this will return to a later meeting agenda.

c. **THA 101 – request to remove from approval process**

Ms. Maria Clinton stated that this course was requested to be removed from CurricUNET so the faculty can start over.

d. **CSUGE/IGETC Course Designation**

• **IGETC**

1. ECON 100 – Area 4
2. GEOG 101L – Area 5-C
3. PHIL 109 – Area 3
4. POLS 200 – Area 4
5. SOC 200 – Area 4

• **CSU/GE**

1. ART 150 – Area C1
2. ECON 100 – Area D2

3. HD 102 – Area E
4. PHIL 109 – Area C2
5. POLS 200 – Area D8
6. SOC 200 – Area D10

Dr. Grishman stated that HD 102 needs to be removed from the CSU/GE list because it does not qualify for the request area.

## 5. DISCUSSION ITEM

### a. Lapse of Time – 36 Months

Ms. Clinton stated that the Chancellor's Office has recently proposed that a significant lapse of time can be a minimum of 36 months. We can however establish our local policy as being more than 36 months but if this new minimum passes then we cannot establish our local policy as less than 36 months.

*A motion was made and seconded to amend the agenda to add report item 6d Lapse of Time. Motion carried.*

### b. AP 5075 Course Adds and Drops

Dean LaDonna Trimble stated that we are trying to update the language on how to add a class and we have taken out the instructor signature through the use of add authorization codes. In addition the Board approved the drop date without a notation on their transcripts to be the day before census, which was approved due to the Chancellors Office not funding classes that did not have a mark on the transcripts after the census date. So this was approved by the Board to change the withdrawal date without a notation, which impacted the language in AP 5075 referencing an opportunity for students to drop without a notation had to be taken out unless the district was willing to forfeit apportionment. She continued to state that for many years our college has discussed the proper procedures for students to register after census since this is not a good situation for students or our college so we need to make it known to the deans, faculty, and students that this situation should only occur in an extenuating circumstance. So language has been added to AP 5075 that states "Registration after census is considered when documented extenuating circumstances has been provided with instructor support, division dean approval, and attendance in class must have occurred prior to census, which is then submitted for approval by the Dean of Enrollment Services. She continued to state that additional language required revision on AP 5075, which referenced the withdrawal procedures and requirements. She stated that in the past we have had two withdrawal dates, the first without a "W" and the second with a "W." She indicated that our current policy is that a "W" is notated on transcripts if a student drops the class prior to 75% of the term completion. Some colleges have had to adjust their policies due to changes at the state level but our policy is not affected by those changes. The final item that was revised on AP 5075 is the case of multiple withdrawals and the changes made at the state level. She would like to receive approval from the counselors on the revised language and once that is received, the newly revised AP 5075 will be sent to the representatives for division presentation and approval. Ms. Clinton stated that this item will return as a report to the next agenda so that AP&P can approve this item.

### c. AP 4225 Course Repetition

Dean LaDonna Trimble stated that this AP policy includes language on Lapse of Time so our committee needs to determine what an appropriate lapse of time is for our college. This policy also includes language on our district's policy for those students who repeat courses and receive a withdrawal notation on their transcripts. She stated that some colleges have elected to not allow students to receive a fourth enrollment with a withdrawal but locally we have allowed students who provided documentation of extenuating circumstances just through a written statement, and nothing formal. De'Neen Coleman-Carew requested clarity on whether this committee could elect to not allow the fourth enrollment, to which Dean Trimble stated that yes we can decide that three enrollments is all that is allowed. Lisa Karlstein asked if that meant a student could not repeat the course. Dean Trimble stated that currently we allow students to enroll in a course up to three times due to a significant lapse of time, or two repeats of a course that a student receives a standard grade, plus we allow students to take a course four times if a withdrawal notation is received on the transcript. She continued to state that Title 5 is now limiting students to only three enrollments in a class and a possible fourth enrollment if documentation of extenuating circumstances is provided, which is what the AP&P representatives should take back to their divisions for discussion. Dean Trimble further clarified that we no longer have the two enrollment options for students, which was withdrawals and substandard grades. Under the newly revised Title 5 language we are only allowed to offer students the ability to enroll in a course three times and a fourth enrollment due to documented extenuating circumstances if approved by the committee.

*Dean Les Uhazy stated that language should be added to the grading policy in the college catalog on page 29, which clarifies substandard grade since student often ask to repeat a class due to receiving a substandard grade of "C" on their transcripts.*

d. **AP 4105 Distance Education**

Ms. Maria Clinton stated that although these policies are the preview of other committees we are still being asked to review and approve the language. The DETC committee and Ms. Sherrie Padilla have reviewed the policy and approve as it appears in the packet. She asked the committee to provide comments on the language, to which no replies were given.

e. **AP 4102 Occupational/Vocational Technical Programs**

Ms. Maria Clinton stated that although these policies are the preview of other committees we are still being asked to review and approve the language. The Deans and CCC have reviewed this policy and approve as it appears in the packet. She asked the committee to provide comments on the language, to which no replies were given.

6. **REPORTS (limited to 5 min. each)**

a. **AP 4100 Graduation Requirements for Degrees and Certificates (Reading Proficiency)**

Ms. Maria Clinton stated that there are two items on this AP policy that require revision. The first is students receiving credit for noncredit courses which Title 5 eliminated that option and replace it with the credit by exam process. The second item that requires our attention is the Reading Proficiency language, which we are actively discussing. Professor Ahmad stated that a memo has been drafted requesting that the AP&P committee change this policy to reflect the current reading requirements noted in the catalog, which is "Eligibility for College Level Reading or completion of READ 099 with a minimum grade of "C" or "P" (Pass)." She also stated that there is another memo in the packet that provides suggestions for accommodating those students who have a degree from another institution and may have already met the requirements elsewhere. Ms. Clinton stated that these are all good suggestions however, she is not sure of the money issue or funding issue if we implement two of the suggestions. De'Neen Coleman-Carew stated that if the student met the requirement elsewhere the students are given credit but in most cases the students are not meeting this requirement elsewhere because those colleges ask students to take ENGL 101 and not a reading course. Ms. Clinton reminded the representatives that back in the fall she brought a list to the committee of the reading requirements at other community colleges. Professor Toll and Rees were present to speak to the necessity of maintaining our current reading requirement since ENGL 101 does not teach reading. Professor Toll stated that students come in to her classes and grown two full reading levels, and research has been conducted to show that students who take reading do far better in their other courses. Ms. Clinton stated though that the bigger question is if a student takes the English assessment and places into ENGL 101, do we send that student back to take the Reading assessment. Ms. Toll stated that those students should challenge reading and Dr. Rees stated that if their reading is strong then they should take the assessment. Dr. Rees stated that they have looked into the credit by exam process for those students who place into READ 097 or READ 099 but show they are at a higher level but we were told that we cannot provide credit by exam if the students are already taking the assessment, which is an exam. Dean Forte-Parnell stated that the discussion that occurred was how do we move a student forward who attends the first class and shows proficiency how can the reading faculty move a student forward. Dean Trimble stated that students can only complete the credit by exam process as long as they do not have a notation on their transcripts. She continued to state that those students who take the assessment and place are not able to retake the assessment exam. Ms. Clinton stated that perhaps the right language for this area is to allow those students who have an associate degree or higher from a regionally accredited school should be exempt from having to complete the proficiency requirements. Ms. Clinton requested that the AP&P representatives take back to their divisions the addition of the new language to the proficiency requirements and report back at the next AP&P meeting on April 26, 2012.

b. **Mission Statement**

Ms. Maria Clinton stated that in the packet are comments regarding the mission statement from several divisions. The Language Arts division submitted a memo revised from that recommended changes from the Business, Computer Science and Economic Development division, which she read aloud.

- Business, Computer Studies and Economic Development – Comments noted in packet
- Health Sciences – Fine as is
- Instructional Resources/ Extended Services – No representative present
- Language Arts – Comments noted in packet
- Math & Engineering – Dean Uhazy stated that he would like to take this back to his division for consideration.
- Science – No comments from faculty
- Kinesiology, Athletics and Dance – Fine as is
- Social and Behavioral Sciences – Fine as is, but would like to take this back to the division for consideration.
- Student Services/Counseling – Minor change recommended as noted in the packet

- Technical Education – Fine as is
- Visual and Performing Arts – Fine as is

Ms. Clinton requested that the committee take the recommended changes from the Business and Language Arts faculty for consideration of adopting.

c. **Double Counting for Local Degrees**

Dr. Grishman stated that he conducted research on this topic and asked to share the information for the committee's consideration. He stated that of 109 colleges were surveyed, 82 responded, 72 double count, 11 do not. He stated that we should not dilute our degree however, in certain cases it should be allowed. Dean Trimble stated that the TMC degrees require students to complete an 18 unit core in addition to the 38-41 unit general education requirements. De'Nean Coleman-Carew stated that in some areas students are required to take 18 units of general education courses which also apply to the degree, perhaps 3 other courses that fulfill general education, and 30 elective units of basket weaving, for example. Ms. Clinton stated that it is the responsibility of the faculty to build their degrees so students are receiving an education that is beneficial. Dr. Grishman stated that students, who are able to double count, may perhaps end up having to take a lot of general education courses once they transfer to another institution. Dean Trimble stated that if we give students the option to double count, they may be less competitive when they finish their degree. Dean Drake stated that her concern is for the Botany course that cannot be taken as a degree requirement and also as a general education course.

- Business, Computer Studies and Economic Development
- Health Sciences
- Instructional Resources/ Extended Services
- Language Arts – Yes
- Math & Engineering
- Science
- Kinesiology, Athletics and Dance
- Social and Behavioral Sciences
- Student Services/Counseling
- Technical Education – Yes
- Visual and Performing Arts

d. **Lapse of Time**

- Business, Computer Studies and Economic Development – 3 years and/or consultation with Dean and/or Department Chair.
- Technical Education – 5 years
- Kinesiology, Athletics and Dance – 5 years

This will return to the next agenda for the rest of the division reports.

**7. ACTION ITEMS**

a. **AP 4100 Graduation Requirements for Degrees and Certificates (Title 5, 55064)**

A motion was made and seconded to approve only the language change required by the change to Title 5 55064. Motion carried

b. **HD 102 Reverse approval**

Ms. Maria Clinton requested a motion to approve reversing the approval of HD 102 due to the faculty wanting to revise the course, adding content, hours and unit value. A motion was made and second to approve reversing the approval. Motion carried.

c. **AP 4105 Distance Education**

d. **AP 4102 Occupational/Vocational Technical Programs**

A motion was made and seconded to approve both items 7c and 7d. Motion carried.

e. **Request to change Prerequisites for MATH 070B and MATH 102B (Memo)**

A motion was made and seconded to approve the change to the Prerequisites for MATH 070B and MATH 102B. Toraaj Gordi was present to explain that the change to these prerequisites are not one side and in fact language has been added to the MATH 099 description. Motion carried.

**8. ACTION ITEM – Request to Deactivate Courses**

a. **WELD 211, Performance Welding-Oxyacetylene Welding Processes**

A motion was made and second to approve the course deactivation of WELD 211. Motion carried.

**9. ADDITIONAL INFORMATION – Courses by Division that need to be revised and submitted to AP&P**

Course	Scheduling Restrictions if not approved by 12/8/11	Status
<b>Math and Engineering</b>		
MATH 070C,	Cannot schedule Spring 2013	Submitted- <i>Second Reading</i>
MATH 070D,	Cannot schedule Spring 2013	Submitted- <i>Second Reading</i>
MATH 070E,	Cannot schedule Spring 2013	Submitted- <i>Second Reading</i>
MATH 070F,	Cannot schedule Spring 2013	Submitted- <i>Second Reading</i>
<b>MATH 099, Individualized Self-Study Math</b>	<b>Cannot schedule Spring 2013</b>	

**10. ADDITIONAL INFORMATION – Courses by Division that need to be revised and submitted to AP&P**

Course	Degree/Cert/GE Area	Scheduling Restrictions if not approved by 12/13/12	Status
<b>Business, Computer Studies and Economic Development</b>			
CA 107, Micro Hardware/Software Support			
CA 111, Word Processing-Microsoft Word			
CIS 157, Introduction to LINUX			
CIS 173, Intro to C++ Programming			
MGT 201, Small Business Management			
RE 101, Real Estate Principles			
RE 105, Real Estate Practices			
RE 111, Real Estate Finance			
RE 121, Legal Aspects of Real Estate			
RE 131, Real Estate Appraisal			
RE 141, Escrow Principles			
RE 161, Property Management			
<b>Counseling/Student Services</b>			
EOPS 060, Enrichment Class			
<b>Health Sciences</b>			
AH 101/101CL, Principles of Nursing Science			
CFE 150, Parenting: Infancy			
CFE 151, Parenting: Preschool Child			
CFE 152, Parenting: Elem Preadolescent			
CFE 155, Single Parenting			
CFE 156, Step-parenting Blended Family			
CFE 157, Parenting Exceptional Child			
NF 110, Sports Nutrition			
<b>Instructional Resources/Extended Services</b>			
LIB 101, Intro to Library Research			
LIB 105, Libraries and Information			
<b>Language Arts</b>			
CHIN 101, Elementary Chinese I			
CHIN 102, Elementary Chinese 2			
COMM 217, Gender and Communication			
DFST 101L, ASL I Skill Building Lab			
DFST 204, Struct of American Sign Lang			
DFST 205, Numbers, Fingerspelling, Classifiers			
DFST 206, Creative Signing			
ENGL 061, Grammar and Mechanics			
ENGL 062, Basic Writing			
ENGL 063, Vocabulary			
ENGL 064, Spelling			
ENGL 227, Engl Literature 1900-Present			
ENGL 230, Antiquity to Renaissance			
ENGL 231, Since the Renaissance			
ENGL 233, Bible as Lit-Old Testament			

ENGL 234, Bible as Lit-New Testament			
ENGL 240, Studies in Poetry			
ENGL 242, Studies in Fiction Short Story			
ENGL 244, Studies in Fiction The Novel			
ENGL 246, Survey of Drama (Beginnings to 1878)			
ENGL 248, Survey of Modern & Contemporary Drama (from 1879)			
ENGL 250, Cross-Cultural Lit in America			
ENGL 252, African American Literature 1746-1930			
ENGL 253, African American Literature 1930-Pres			
ENGL 260, Myths and Meanings			
ENGL 270, Literature and the Holocaust			
ENGL 274, Detective Fiction			
ENGL 279, Science Fict & Dystopic Literature			
FREN 101, Elementary French I			
FREN 102, Elementary French 2			
FREN 201, Intermediate French 1			
FREN 202, Intermediate French 2			
FREN 203, Advanced French			
GER 202, Intermediate German 2			
GER 203, Intermediate German 3			
INT 101, Prin of Sign Lang Interpreting			
LATN 101, Elementary Latin 1			
LATN 102, Elementary Latin 2			
LATN 201, Intermediate Latin			
SPAN 102HL, Elementary Spanish for Heritage Learners II			
<b>Mathematics &amp; Engineering</b>			
ENGR 110, Engr Orientation & Basic Skills			
ENGR 220L, Strength of Materials Lab			
ENGR 220PS, Strength of Materials PSS			
ENGR 220, Strength of Materials			
ENGR 230, Circuit Analysis			
<b>Science</b>			
ASTR 101L, Astronomy Laboratory			
BIOL 102, Human Biology			
CHEM 212, Organic Chemistry Support Laboratory			
DRFT 250, Introduction 3-D Cad Drafting			
ERSC 101Introduction to Earth Sciences			
GEOG 102L, Phys Geog Lab: Earth's Weather & Climate			
GEOG 102, Phys Geog: Earth's Weather & Climate			
GEOG 221, Spatial Analysis in GIS			
GEOG 298A, Special Studies in GIS			
GEOG 298B, Special Studies in GIS			
GEOG 298C, Special Studies in GIS			
GEOL 102, Historical Geology			Submitted – Awaiting Dean
<b>Kinesiology, Athletics and Dance</b>			
KIN 103, Aerobic Conditioning			
KIN 110, Advanced Baseball Techniques			
KIN 120, Advanced Football Techniques			

KIN 145, Adv Womens Fast-Pitch Softball			
KIN 150, Beginning Swimming			
KIN 151, Intermediate Swimming			
KIN 152, Fitness Swimming			
KIN 157, Advanced Volleyball			
KIN 165, Advanced Track Techniques			
KIN 170, Beginning Weight Lifting			
KIN 173, Intermediate Weight Lifting			
KIN 175, Adv Weight Training for Ath			
KIN 187, Yell/Song Leading, Sum or Fall			
KIN 188, Pep Squad Leadership			
KIN 189, Cheer Conditioning			
KIN 191, First Aid&Emergency Care			
KIN 200, Intercollegiate Baseball			
KIN 215, Intercollegiate Cross Country			
KIN 220, Intercollegiate Football			
KIN 230, Intercollegiate Women's Soccer			
KIN 240, Intercollegiate Wmn's Softball			
KIN 255, Intercollegiate Track			
<b>Social and Behavioral Sciences</b>			
ANTH 101, Intro Physical Anthropology			
ANTH 102, Intro Cultural Anthropology			
ANTH 103, Intro to Prehistory			
ANTH 112, Native North Americans			
ANTH 130, Field Archaeology in Latin America			
ANTH 140, Intro to Archaeology			
POLS 103, Comparative Government			
POLS 202, Ethnic Politics in America			
PSY 236, Developmental Psychology			
SOC 105, Mexican Amer Contemp Society			
SOC 111, Issues Concepts in Aging			
SOC 115, Marriage and Family Life			
SOC 120, Drugs Society Human Behavior			
<b>Technical Education</b>			
AERO 280, Aircraft Gen-Written Test Rev			
AERO 282, Aircrft Pwrpl-Written Test Rev			
AJ 101, Intro to Admin of Justice			
AJ 103, Criminal Evidence			
AJ 203, Narcotics Control			
AJ 204, Juvenile Procedures			
AJ 207, Probation and Parole			Submitted – Awaiting Dean
AUTO 105, Auto Principles & Practices			
AUTO 125, Automotive Chassis			
AUTO 126, Automotive Brakes			
AUTO 127, Auto Suspension,Steering,Align			
AUTO 128, Automotive Power Trains			
AUTO 130, Basic Auto Trans/Transaxles			
AUTO 150, Auto Electrical Systems			
AUTO 151, Auto Chassis/Body Elect System			
AUTO 152, Automotive Ignition Systems			
AUTO 153, Auto Starting/Charging Systems			
AUTO 175, Auto Fuel, Emissions, CA CIn Air			
AUTO 176, Auto Carburetor Fuel Systems			

AUTO 177, Electronic Fuel Injection			
AUTO 198A, Anti-Lock Braking Systems (ABS)			
AUTO 198C, Electrical/Electronic Systems Training Seminar			
AUTO 198D, Engine Performance Training Seminar			
AUTO 198E, Advanced Engine/Emission Sys Diagnosis & Repair			
AUTO 198F, Gaseous Fueled Vehicles Training Seminar			
AUTO 198H, Adv. Emissions Diagnostics Trng Seminar			
AUTO 198N, Electronic Transmissions & Transaxles Seminar			
AUTO 198, Automotive Seminars			
AUTO 200, Auto Air Conditioning			
AUTO 210, Auto Specialization Lab			
AUTO 231, General Motors Auto Trans			
AUTO 232, Ford/Chrysler Auto Trans			
AUTO 277, Elect Eng Controls-GM Systems			
AUTO 278, Elect Eng Controls-Ford/Chrys			
ELTE 105, Introduction to Robotics			
FTEC 215, Rescue Practices			
FTEC 222, Wildland Fire Control			
<b>Visual and Performing Arts</b>			
ART 103, History of Non-Western Art			
ART 104, History of Modern and Contemporary Art in the 20th Century			
ART 145L, Design and Color Lab			
ART 145, Design and Color			
ART 160, Painting/Drawing Techniques			
ART 219, Intermediate Illustration			
ART 230, Human Figure Painting			
DM 113, Photoshop I			Submitted – Awaiting Faculty Revision
FTV 101, Introduction to Film			
FTV 103, Intro to Television			
FTV 107, History of Film, Pre 1950			
FTV 108, History of Film, 1950-Present			
FTV 121, Introduction to Digital Filmmaking			
FTV 134, Intro to Screenwriting			
FTV 155, Film Festival Analysis			
FTV 201, Intercultural & Women's Film			
FTV 203, African-American Cinema			
FTV 215, Directing for Film & Video			
FTV 220, Advanced Screenwriting			
FTV 230, Digital Cinematography			Submitted – Awaiting response from faculty on requisites
FTV 242, Writing and Pre-Production of the Short Film			
FTV 244, Production & Post-Production of the Short Film			
FTV 251, Contemporary American Independent Film			
FTV 261, Religion and Cinema			
MUS 121, Voice Class			
MUS 131, Keyboard Skills I			



MUS 132, Keyboard Skills II			
MUS 142, Musical Theatre Workshop			
MUS 153, Beginning Musicianship			Submitted – <i>Awaiting Faculty</i>
MUS 164, String Ensemble			
MUS 165, Instrumental Ensemble - Guitar			
MUS 166, Beginning Orchestra			
MUS 167, Intermediate Orchestra			
MUS 181, Master Chorale			
MUS 183, Master Chorale Sectional			
MUS 185, Concert Choir			
MUS 186, Gospel Choir			
MUS 189, Keyboard Ensemble			
MUS 191, Treble Choir-Children's Music			
MUS 231, Keyboard Skills III			
MUS 232, Keyboard Skills IV			
MUS 253A, Intermediate Musicianship			
MUS 253B, Advanced Musicianship			
MUS 258, Composition			
MUS 266, Advanced Orchestra			
MUS 268, Musical Theatre Orchestra			
MUSC 102, History of Jazz			
MUSC 103, History of Rock 'n Roll			
MUSC 104, The Music Industry			
MUSC 107, History of Women in Rock Music			
MUSC 112, Commercial Music Theory			
MUSC 113, Writing Music for Songs			
MUSC 122, Stage Voice			
MUSC 123, Stage Voice Workshop			
MUSC 124, Jazz Improvisation			
MUSC 133L, Studio Music Production I Lab			
MUSC 133, Studio Music Production I			
MUSC 134L, Studio Music Production II Lab			
MUSC 134, Studio Music Production II			
MUSC 141, Concert Attendance			Submitted – <i>Technical Review</i>
MUSC 143, Live Sound Reinforcement			
MUSC 173, Beginning Jazz Ensemble			
MUSC 175, Beginning Rock Band			
MUSC 176, Beginning Rock Band Workshop			
MUSC 222, Popular Vocal Performance			
MUSC 223, Popular Instrumental Performance			
MUSC 224, Jazz Improvisation Workshop			
MUSC 225, Commercial Music Ensemble			
MUSC 233L, Studio Music Production III Lab			
MUSC 233, Studio Music Production III			
MUSC 234L, Studio Music Production IV Lab			
MUSC 234, Studio Music Production IV			
MUSC 273, Intermediate Jazz Ensemble			
MUSC 274, Advanced Jazz Ensemble			
THA 101, Theatre Appreciation			Submitted – <i>Awaiting Faculty</i>
THA 110, Fundamentals of Acting			Submitted – <i>Awaiting</i>

			<i>Faculty</i>
THA 120A, Rehear&Perform: Drama			Submitted – <i>Awaiting Faculty</i>
THA 120B, Rehear&Perform: Comedy			Submitted – <i>Awaiting Faculty</i>
THA 120C, Rehear&Perform: Musical Theatr			Submitted – <i>Awaiting Faculty</i>
THA 125, Intermediate Acting Workshop			Submitted – <i>Awaiting Faculty</i>
THA 130, Improvisation			Submitted – <i>Awaiting Faculty</i>
THA 133, Makeup for the Stage			
THA 205, Advanced Acting Workshop			Submitted – <i>Awaiting Faculty</i>
THA 215, Acting for the Camera			Submitted – <i>Awaiting Faculty</i>
THA 218, Audition Tech for the Actor			Submitted – <i>Awaiting Faculty</i>
THA 220, Fundamentals of Directing			Submitted – <i>Awaiting Faculty</i>
THA 239, Intercultural & Women's Theatre			Submitted – <i>Awaiting Faculty</i>

## 11. ADJOURNMENT

A motion was made and seconded to adjourn the 4/12/12 AP&P Committee meeting at 4:33 p.m. Motion carried.

### NON-DISCRIMINATION POLICY

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (1) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.

*Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Mr. Christos Valiotis, Academic Senate President, at (661) 622-6306 (weekdays between the hours of 8:00 a.m. and 5:00 p.m.) at least 48 hours before the meeting, if possible. Public records related to agenda items for open session are available for public inspection 72 hours prior to each regular meeting at the Antelope Valley College Academic Senate's Office, Administration Building, 3041 West Avenue K, Lancaster, California 93536.*

**ANTELOPE VALLEY COLLEGE**  
*Student Services Division*  
*Counseling Services*

MEMORANDUM

To: Maria Clinton, Faculty Co-Chair, AP&P, and Committee Members

From: Robert B. Harris, Ph.D.  
La Donna Trimble  
De'Nean Coleman, Ph.D.

Re: Rescinding Approval of HD 102

Date: April 9, 2012

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We hereby respectfully request that the Committee rescind its approval of HD 102 Readjustment Strategies for Veterans, Their Families and Friends in order to allow for a major revision and resubmission of the course at a later date.

  
Robert B. Harris, Ph. D.



La Donna Trimble, Dean, Enrollment Management and Counseling and Matriculation

  
De'Nean Coleman, Ph. D., Division Representative, Counseling and Matriculation

Antelope Valley College  
Language Arts Division

April 19, 2012

To: Maria Clinton, Co-Chair  
Sharon Lowry, Co-Chair  
Members of the AP&P Committee

From: Rosa Onofre, Language Arts Faculty

Subject: Scheduling of Spanish 202 for Fall 2012

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Spanish 202, Intermediate Spanish 2, is scheduled to be taught in the fall of 2012. This course has not been taught in two years and is up for revision. We have reviewed the current COR for this course, and it will be taught in the fall semester in its current state. We will submit it to Curricunet to start the regular revision process before the end of this semester (spring 2012).

The purpose of this memo is to ask the members of the AP&P Committee to grant permission for the above-referenced course to remain in the fall 2012 schedule.

Thank you very much for taking the time to consider this request.

Antelope Valley College  
Language Arts Division

April 17, 2012

To: Maria Clinton, Co-Chair  
Sharon Lowry, Co-Chair  
Members of the AP&P Committee

From: Karen Lubick and Santi Tafarella, Language Arts Faculty

Subject: Scheduling of English 233 and 242 for Fall 2012


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English 233, Bible as Literature-Old Testament and English 242, Studies in Fiction: The Short Story are scheduled to be taught in the fall of 2012. Both of these courses have not been taught in two years and are up for revision in the regular cycle. We have reviewed the current CORs for these courses and plan to teach them in the fall semester in their current state. We will submit them to Curricunet to start the regular revision process before the end of this semester (spring 2012).

The purpose of this memo is to ask the members of the AP&P Committee to grant permission for the above-referenced courses to remain in the fall 2012 schedule.

Thank you very much for taking the time to consider this request.

Antelope Valley College  
Business, Computer Studies, and Economic Development Division

MEMO TO: Maria Clinton, Academic Policies and Procedures Committee  
FROM: Donna Meyer, Division Representative   
SUBJECT: Sunsetting of Repeatable Classes  
DATE: March 12, 2012

Our division decided to allow the repeatability provision on the following courses to sunset effective the fall semester of 2012 as determined by the Chancellor's office's new rules regarding repeatability of courses at the community college level of education.

ACCT 131 Introduction to Income Tax  
BUS 111 Business English  
OT 101 Beg Computer Keyboarding  
OT 102 Int Computer Keyboarding  
OT 103 Adv Computer Keyboarding  
OT 105 Beg Keyboarding Technique


We understand no further course revision or documentation is required.

Thanks in advance for your help on this issue. Please let me know if you need anything further from me.

cc: Christi Goodman  
MaryAnne Holcomb  
Stacey Adams



**ANTELOPE VALLEY COLLEGE**  
**Technical Education Division**

DATE: April 10, 2012  
TO: Academic Policies and Procedures Committee  
FROM: Margaret M. Drake, Dean,   
Technical Education Division  
SUBJECT: Changes to Credit by Examination List

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We are requesting some course deletions to the Credit by Examination List for the Technical Education Division as follows:

Courses to be **DELETED** from the list under Technical Education are:

AERO 280, Aircraft General – Written Test Review – course being deactivated  
AERO 281, Aircraft Airframe – Written Test Review – course being deactivated  
AERO 282 – Aircraft Powerplant – Written Test Review – course being deactivated

AFAB 115, Aircraft Structures

Thank you.

MMD:mr

cc: L. Snow  
M. Jaurequi



**ANTELOPE VALLEY COLLEGE**  
**Technical Education Division**

DATE: March 21, 2012

TO: Academic Policies and Procedures Committee

FROM: Margaret M. Drake, Dean, Technical Education Division  
Kevin Mawhorter, Instructor, Automotive Technology

Handwritten signatures in black ink, including a signature that appears to be 'M. Drake' and another that appears to be 'K. Mawhorter'.

SUBJECT: Deactive Automotive Course AUTO 198J

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We are requesting that AUTO 198J become inactive. The course has not been taught in over two years. The course should, therefore, be removed from the active course file.

Thank you.

MMD:mr

cc: L. Snow  
M. Jaurequi